面试英语:开场白OpeningRemarks PDF转换可能丢失图片或格式,建议阅读原文

https://www.100test.com/kao_ti2020/131/2021_2022__E9_9D_A2_ E8_AF_95_E8_8B_B1_E8_c96_131448.htm 准备面试准备了那么 久,心里还是难免忐忑不安。见到面试官,第一句说什么好 呢?我们来看看 Susan Li是怎么开始她的开场白的吧。 Susan: Excuse me. May I see Mr. John Watt, the personnel manager?来源 : 考试大 Watt: Its me. What can I do for you? Susan: I have come at your invitation for an interview. Nice to meet you, Mr. Watt. Watt: Nice to meet you too. Please sit down. Susan: Thank you. Watt: May I have your name? Susan: My name is Susan Li. 来源: 考试大 Watt: OK, Miss Li, we have received your letter in answer to our advertisement. I would like to talk with you regarding your qualifications for this position. Susan: I am very happy that I am qualified for an interview. 来源:考试大 Notes: 1. 对话中Susan来 参加面试,人事经理接待了她。人事经理是the personnel manager。Susan开始问:May I see Mr. John Watt, the personnel manager?(我想见人事经理。) May I...? 是非常客气的问话方 式。Susan问的人正是人事经理,他回答到:Its me. What can I do for you? (我就是,有什么事情吗?) 2. Susan回答I have come at your invitation for an interview. 我是应你们的要求来面 试的。at ones invitation,在某人的邀请下。例如:He came to my birthday party at my mothers invitation. 我母亲邀请他来参加 我的生日舞会。这句话还可以这样说:Im here for an interview as requested. 来源:考试大 3. 两个人互相打过了招呼。 May I have your name? 直译就是"我可以知道你的名字吗?"是很客气

的问法。We have received your letter in answer to our advertisement. I would like to talk with you regarding your qualifications for this position. (我们已经收到您回复招聘广告的信函了。我想和你谈谈你的情况和这个职位。)这里面应该包括了简历。更加简单的说法是:We have received your letter and resume, and we thought we would like to ask you to come here for an interview. 4. be qualified for something或者是be qualified to do something,有资格做某事。例如:Youre not qualified to be a doctor. 你没有做医生的资格。表示"很荣幸参加面试"还可以这样说:It is a great pleasure for me to have this opportunity for interview. 100Test 下载频道开通,各类考试题目直接下载。详细请访问 www.100test.com